

## City of Morgantown, West Virginia

# APPLICATION FOR ZONING TEXT AMENDMENT

OFFICE USE				
CASE NO.				
RECEIVED:				
COMPLETE:				

## **Zoning Code Text Amendment Process – See Addendum A of this Application**

(PLEASE TYPE OR PRINT IN BLACK INK)

-	<u> </u>						
I. APPLICANT							
Name:			Phone:				
Mailing Address:			Mobile:				
	Street		Email:				
	City Sta	ate Zip					
II. PROPOSED TEXT AMENDMENT							
Section of the	Section of the Zoning Code to be Amended:						
Summary o	f Proposed Text Amendment (an	additional sheet may be attached	l hereto):				
ı							
VIII. ATTEST							
I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of application will be complied with whether specified herein or not. The granting of an approval does not presume to give authority to violate or cancel the provisions of any other federal, state, or local law regulating same. This application has not been requested within the past year.							
Type/Print I	Name of Applicant/Agent	Signature of Applicant/Agent	Date				



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#### **ADDENDUM A - Zoning Code Text Amendment Process**

Step 1	An application for an amendment, or change, to the text of the Planning and Zoning Code is filed with the Planning Department.				
*					
Step 2	The Planning Department conducts a formal review of the completed application and prepares a strikethrough and/or underline petition.				
<b>*</b>					
Step 3	The Planning Department publishes a legal advertisement describing the petition for a text amendment at least 15 days prior to the scheduled public hearing before the Planning Commission.				
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Step 4	The Planning Commission holds a duly scheduled public hearing on the text amendment petition, prepares a report, and makes a recommendation to City Council.				
•					
Step 5	City Council hears the petition in accordance with its rules and procedures, normally two readings and an additional public hearing.				
	<u>APPROVED</u>		DENIED		
	If the petition for the text amendment is approved by City Council, the applicant receives approval and is formally notified by mail by		If the petition for the text amendment is denied by City Council, the applicant is formally notified in writing by the Planning Department		

If the request for the text amendment is **denied** by City Council, the applicant may not re-submit the same request for a period of one (1) year unless the Planning Director determines that there have been significant changes in the request.

of the denial and the right to

appeal the decision to the

Circuit Court of Monongalia

County.

the Planning Department.

The Planning Department

amends the Planning and

Zoning Code to reflect the

approved text amendment.